

Alabama State House - Event/Rally Policy

- The State House building manager will be responsible for scheduling all events and providing a podium and/or extension cord, if requested.
- Any organization or association requesting permission to assemble for rally purposes must contact the office of the building manager at least three days in advance of the rally.
- A Request to Assemble form must be completed by the office of the building manager and submitted to both House and Senate security.
- The office of the building manager will also be responsible for notifying the State Capitol Police and State Fire Marshall of any scheduled event/rally at least two days in advance.
- Any organization or association requesting to assemble a group of 100 participants or greater must meet in advance with House Security and Senate Security and provide a written or electronic copy of their agenda, contact information, and verification of the organization or group they represent. They must also provide details of the purpose of the event.
- Access for organizations, associations, and/or groups of 100 or more participants wanting to enter the State House on legislative days and committee days will be controlled by House and Senate security. Controlled access to the State House will ensure the safety of legislators, staff, and all visitors. Access control will be in conjunction with the State Fire Marshall and in compliance with the Alabama Fire Code.
- Events cannot be held before 9:00 a.m. or later than 9:00 p.m.
- All groups are limited to assemble on the front steps for one hour per day.
- The staging area for any event/rally **CANNOT** block the front doors of the Alabama State House nor prohibit or interfere with any other visitor's ability to safely enter or exit

the building. Physical limits of the staging area will be designated by House and Senate security. Signs, banners, flyers, flags, equipment and other rally-related items cannot be affixed to walls, fixtures, parking meters, doors, plants, or other surfaces without prior approval by House and Senate security. Groups or individuals using equipment for rallies or news conferences are responsible for the equipment. All equipment is subject to inspection by the building manager, House and Senate security, the State Fire Marshal, and Capitol Police. If an event is held in front of the State House lobby doors facing Union Street and the event will involve a public address system, then a wireless P.A. system must be used. Groups holding events, rallies, demonstrations, protests, and/or news conferences will be financially liable for any damages to the State House and adjoining property.

- School bands and/or individuals or groups with musical instruments or noisemaking devices **WILL NOT** be allowed to perform or engage in noisemaking activity unless approved by House and Senate security at least 48 hours in advance.
- At the conclusion of an event/rally, there will be a two-hour period before any other groups can assemble.
- Groups that violate this policy will be referred to the Legislative Building Authority for disciplinary action.